

The 263rd meeting of the Board of Trustees
Mount Wachusett Community College
Wednesday, November 30, 2022
Murphy Room/Zoom
3:00PM

Meeting Minutes

A. **CALL TO ORDER:** Chairman Antonioni called the meeting to order at 3:08 PM.

B. **ROLL CALL:**

Present: Chair Robert Antonioni (Zoom), Claire Freda (Zoom), Denise Gosselin, Tracy Hutchinson, Cody Nathanson, Doug Petersen, Patricia Pistone, and representing the Academic Senate, Sheila Murphy

Unable to attend: Irene Hernandez and Ken Tomasetti

Present from the College: President Vander Hooven, Vice Presidents Adam Duggan, Interim VP John Eisler, Lea Ann Scales, Sandra Quaye, Peter Sennett, Executive Director Dan Horlander, Director of Nursing Kim Shea, Interim VP of Student Services Jason Zelesky, Senator Brewer, and Executive Assistant Jo-Ann Meagher. There were many faculty and staff viewing the live Vimeo stream.

C. **APPROVAL OF MINUTES:** Chairman Antonioni called for a motion to approve the minutes of October 13, 2022. A motion to approve was made by Ms. Freda and seconded by Ms. Hutchinson. All approved. Motion carried.

D. **CHAIRMAN'S REPORT – CHAIRMAN ANTONIONI**

- Chairman Antonioni apologized for not being there in person and thanked everyone for attending the meeting. He waived his time to President Vander Hooven for his report.

E. **PRESIDENT'S REPORT– President Vander Hooven**

- President Vander Hooven welcomed everyone to the meeting and introduced Sheila Murphy representing Academic Senate and Cody Nathanson as our student trustee
- Thanked the board members for the gift of their time to commit to the full day Trustee Orientation. There is a lot of information for one day.
 - We will have a more delineated list of responsibilities of trustees at the next meeting
 - We need your expertise and contact
- The NECHE site visit was a success. Kudos to the Academic Affairs Department for their hard work
 - The Exit Report was quite short but we have an opportunity to correct any errors or misstatements over the next several months
 - The Final Analysis will go to the NECHE Board
 - Strategic Plan was just completed
 - annual reports will need to be completed
- Successful PTA Accreditation the week after the NECHE visit. Event went well with minor clarifications
- Heather Layton shared that we were awarded \$178K for a "Hunger Free Campus" Grant
- Leominster construction is ongoing and we will be touring that campus later today
- RFP to reduce footprint at the Devens campus location is due week of December 15th
- Asked the board to allow rescheduling of the April BOT meeting to enable the president to go to Sweden to compete in a hockey tournament
- There will be a new item added to the agenda tied to the Strategic Plan

F. REPORTS FROM LEADERSHIP TEAM

G. ADMINISTRATIVE ORDERS OF THE DAY

- **AD – 1286 – First Quarter Trust Fund** as presented by Vice President of Finance and Administration Sandra Quaye.
 - Revenue was budgeted to be 10% lower, while the goal was for 7% lower enrollment, however we came in better than both
 - Revenue down 213K
 - Expenses overall were down by \$485K, with the primary variance being in employee compensation
 - The Fitness Center has increased membership and Theatre had a slight loss
 - Investments are down from the previous balance of \$8M, now sitting at \$7.4M but we have not taken any monies out of the reserve account. The Investment Committee will be talking about changes to the investments
- Chair Antonioni asked for a motion to approve the 1st Quarter Trust Fund. A motion was made by Ms. Gosselin. The motion was seconded by Mr. Petersen. All approved. Motion passed.

H. OLD/NEW BUSINESS- NONE

I. ADJOURNMENT - Chairman Antonioni asked for a motion to adjourn the meeting. Ms. Hutchinson made a motion. It was seconded by Ms. Pistone. The meeting adjourned at 3:36 PM.

Respectfully submitted,

Jo-Ann Meagher